

**QUAIL RUN II CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS' MEETING**

April 21, 2025 – 6:00 p.m.

PRESENT: Debra Beals, Darlene Corey, Carol Gersmehl, Judy Loudin, Kimberly Nower, Lindsay Flynn and Diane Bornhorst from Berkshire Hathaway Management Company (B&H).

CALL TO ORDER: The meeting was called to order at 6:00 p.m. by Debra Beals, President.

REVIEW OF DRAFT MEETING MINUTES: MARCH 3, 2025:

The Board reviewed the draft minutes and with one change Deb made a motion to approve, seconded by Carol and approved by the board unanimously.

PRESIDENT'S REPORT: *Finally, Happy Summer QRII Community!*

At this Board meeting, the Board voted to proceed on many of the projects that were identified as critical at last fall's annual meeting. You will see some repair "action" this summer on all the streets in our community! The Board and Berkshire Hathaway will conduct the spring walk around later in May; which is a little later than usual but the weather is just now starting to cooperate.

On another note, you will soon be receiving an email with the draft work that has been done on amending the governing documents. This has taken a lot of time and money! Please take the time to read and understand the newly proposed documents as a decision will need to be made that will effect the financial stability for the QRII community over the next 5 to 20 years. The QRII Board is committed to long term financial planning, unlike the predecessors of 2018 and prior. A big thank you to the co-owners that participated in the amendment committee. We know your time is valuable and it is really great to see co-owners stepping up to help.

That's all for now. Take care, Deb Beals

FINANCIAL REPORTS:

Treasurer's Report - Water Usage: The water usage last month was within the budgeted amount so there were no additional charges to owners.

Seber Tans has completed the compilation but Parkview Hills still needs to do adjusting entries for 12/31/24.

Treasurer's Report - Financials: The report as of March 31, 2025. Kimberly made a motion to approve the financials, seconded by Judy and approved by the board unanimously.

Checking Account Ending Balance:		\$47,303.14
Reserve Fund (RF) Account Ending Balance:		\$109,737.62
HOA Dues Income = Operating Income + Reserve Fund Income + Additional Assessment (2024)		\$24,073.59 \$47,234.94
Total Operating Expenses:		\$16,891.68
Transfer \$ from Checking into Reserve Fund:		\$7,083.33
Total Capital Expenses		\$0

Co-Owner Delinquency list: The board reviewed the delinquent list as of 4/21/25. A lien has been filed against Unit 33.

OLD BUSINESS:

1. Outstanding Maintenance – 2025 Projects:

- Betke Masonry has not responded to recent communication to confirm a service date.
- Monthly gutter cleaning for the three units commenced on April 10. The board will confirm if all gutters need a second cleaning when they do their spring walk around.
- CD's started the spring cleanup today and mowing will be done on Monday each week. Reasonable small piles of sticks will be removed each week at no additional charge when placed into brown yard waste bags.
- Lyster will start approved work at:

2373-2375 Fairgrove – Roof Replacement – May 14-15

2373-2375 Fairgrove – Complete Siding including Chimney Chase & Gutters – June 30-July 25

2378-2380 Fairgrove – Chimney Chase Only – June 30 to July 25

- The board reviewed a driveway replacement quote from Wyoming for two driveways (2403 and 2404 Mansfield) for \$16,000. Kimberly made a motion to approve, seconded by Deb and approved by the board unanimously. The board requested this work be completed in the later part of the season.
- The board will review trim boards, woodpecker damage, tree trimming/removal and gutters and downspouts during the spring walk around to determine which properties need the attention.
- Three garage door quotes were reviewed by the board for replacement of five garage doors at 2403FG, 2384WM, 2401 WM, 2403 MF and 2384MF – 4 doubles and one single as detailed in the board's Assessment plan for 2025. Deb made a motion to approve Arcadia's quote of \$8,200, seconded by Judy and approved by the board unanimously.
- The board reviewed evaluations provided by both West Michigan Roofing and licensed builder, Dennis Brewer, as to which decks needed the most attention. The deck at 2360-2362 Strathmore and 2401 Wildemere were recommended to be replaced this year. The board reviewed multiple quotes for each deck. Deb made a motion for WMR to replace 2360-2362 for \$23,878 and 2401 Wildemere for \$14,577, seconded by Kimberly and approved by the board unanimously. The other deck repairs needed will be done by Dennis Brewer.
- The board reviewed a quote by Dennis Brewer for replacing the 8 mailboxes to stand alone boxes that are still needed on Mansfield for \$2,140. Darlene made a motion to approve, seconded by Deb and approved by the board unanimously.
- The maintenance log was reviewed by the board. The board reviewed quotes for three different units with foundation cracks....2345 Fairgrove (\$1,500), 2370 Mansfield (\$700) and 2384 Mansfield for \$1,400. Carol made a motion to approve Thomas Waterproofing to repair all three, seconded by Darlene and approved by the board unanimously.
- The board reviewed a quote for a tree down by 2406 Strathmore from Precision Tree Care for \$300. Darlene made a motion to approve, seconded by Carol and approved by the board unanimously.

2. Legal Dispute with 2386 Wildemere – The board discussed at length in Executive Session how to resolve the dispute. After discussion, Kimberly made a motion to offer a concession pending the owner signed a release to resolve the situation, seconded by Deb and approved by the board unanimously

3. Master Deed Amendment – Lindsay reported that the committee met and the overall review of the amendment was positive. After reviewing the packet of information and the changes made to the drafts based on the committee's feedback, Deb made a motion to send the draft amendment and all supporting information to owners, then a week later send a survey whose results will be reviewed at the next board meeting and then meetings will be scheduled with owners in small groups, seconded by Carol and approved by the board unanimously.

4. Lawn and Snow Removal Contract – The board reviewed the revised quote for lawn and snow services from MowCo which totals \$43,660 – a savings of \$10,930 yearly. Kimberly made a motion to approve the quote from MowCo to start in the fall of 2025 for a 3-year contract, seconded by Judy and approved by the board unanimously.

5. Preventative Pest Services – Exact Pest Control can provide preventative pest control for \$2,700 per year as MowCo does not have pest control in their services like CD does. The board agreed to move forward with this in

2026 and would consider doing it in 2025 if CD would reduce their current monthly contract by \$1,950 if they removed pest control from their services.

NEW BUSINESS: The spring walk around was scheduled for May 20 at 9:30 a.m.

NEXT BOARD MEETING and ADJOURNMENT:

The Board of Directors will meet next on May 19, 2024, at 10:00 a.m. at the Berkshire Hathaway office. The meeting was adjourned at 8:48 p.m.

Respectfully submitted,

Diane Bornhorst on behalf of the Board of Directors

Beginning Balance:	\$	1,000.00																
CONDO ASSOCIATION	Jan	Feb	March	April	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD ACTUAL	PROJ. TOTAL	BUDGET	VARIANCE		
Parkview Hills Year End	\$ 34,863.39	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 34,863.39					
Association Fees	\$ 21,605.88	\$ 26,035.21	\$ 24,073.59	\$ 23,607.59	\$ 24,285.83	\$ 24,285.83	\$ 24,285.83	\$ 24,285.83	\$ 24,285.83	\$ 24,285.83	\$ 24,285.83	\$ 24,285.83	\$ 95,322.27	\$ 289,608.91	\$ 291,430.00	\$ (1,821.09)		
Buy-In Fee Income	\$ -	\$ -	\$ -	\$ 1,810.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,810.00	\$ 1,810.00	\$ -	\$ 1,810.00		
Assessment Fee Income	\$ -	\$ -	\$ 47,234.94	\$ 10,098.63	\$ 8,423.35	\$ 9,260.99	\$ 9,260.99	\$ 9,260.99	\$ 6,460.11	\$ -	\$ -	\$ -	\$ 57,333.57	\$ 100,000.00	\$ 100,000.00	\$ 0.00		
Fine/Violation Fee Income	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Late Fee Income	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
TOTAL INCOME	\$ 21,605.88	\$ 26,035.21	\$ 71,308.53	\$ 35,516.22	\$ 32,709.18	\$ 33,546.82	\$ 33,546.82	\$ 33,546.82	\$ 30,745.94	\$ 24,285.83	\$ 24,285.83	\$ 24,285.83	\$ 154,465.84	\$ 391,418.91	\$ 391,430.00	\$ (11.09)		
Administrative:																	\$ -	
Legal & Professional Fees	\$ 5.00	\$ 1,775.50	\$ 2,065.00	\$ 2,895.00	\$ 625.00	\$ 625.00	\$ 625.00	\$ 625.00	\$ 625.00	\$ 625.00	\$ 625.00	\$ 625.00	\$ 6,740.50	\$ 11,740.50	\$ 7,500.00	\$ 4,240.50		
Accounting & Tax	\$ -	\$ -	\$ -	\$ -	\$ 1,900.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,900.00	\$ 1,900.00	\$ -		
Management Fees	\$ 1,260.00	\$ 1,260.00	\$ 1,260.00	\$ 1,260.00	\$ 1,260.00	\$ 1,260.00	\$ 1,260.00	\$ 1,260.00	\$ 1,260.00	\$ 1,260.00	\$ 1,260.00	\$ 1,260.00	\$ 5,040.00	\$ 15,120.00	\$ 15,120.00	\$ -		
Web Page Expense	\$ 105.87	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 105.87	\$ 105.87	\$ -	\$ 105.87		
Office Supplies/Postage/Copies	\$ 523.75	\$ 22.39	\$ 132.87	\$ 6.90	\$ 16.67	\$ 16.67	\$ 16.67	\$ 16.67	\$ 16.67	\$ 16.67	\$ 16.67	\$ 16.63	\$ 685.91	\$ 819.23	\$ 200.00	\$ 619.23		
Total Administrative	\$ 1,894.62	\$ 3,057.89	\$ 3,457.87	\$ 4,161.90	\$ 3,801.67	\$ 1,901.67	\$ 1,901.67	\$ 1,901.67	\$ 1,901.67	\$ 1,901.67	\$ 1,901.67	\$ 1,901.63	\$ 12,572.28	\$ 29,685.60	\$ 24,720.00	\$ 4,965.60		
Building Maintenance:																	\$ -	
Building Maintenance	\$ 357.31	\$ 105.90	\$ 217.29	\$ 2,535.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 3,215.50	\$ 15,215.50	\$ 18,000.00	\$ (2,784.50)		
Downspout/Gutter Cleaning	\$ 97.36	\$ -	\$ 2,200.00	\$ 300.00	\$ 2,200.00	\$ -	\$ -	\$ -	\$ 2,200.00	\$ -	\$ 2,200.00	\$ -	\$ 2,597.36	\$ 9,197.36	\$ 8,800.00	\$ 397.36		
Total Building Maintenance	\$ 454.67	\$ 105.90	\$ 2,417.29	\$ 2,835.00	\$ 3,700.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 3,700.00	\$ 1,500.00	\$ 3,700.00	\$ 1,500.00	\$ 5,812.86	\$ 24,412.86	\$ 26,800.00	\$ (2,387.14)		
Insurance:																	\$ -	
Insurance Expense	\$ -	\$ -	\$ 4,033.25	\$ 1,304.50	\$ 1,588.00	\$ 1,588.00	\$ 1,588.00	\$ 1,588.00	\$ 1,588.00	\$ 1,588.00	\$ 1,588.00	\$ 1,588.00	\$ 5,337.75	\$ 18,041.75	\$ 23,000.00	\$ (4,958.25)		
Total Insurance	\$ -	\$ -	\$ 4,033.25	\$ 1,304.50	\$ 1,588.00	\$ 1,588.00	\$ 1,588.00	\$ 1,588.00	\$ 1,588.00	\$ 1,588.00	\$ 1,588.00	\$ 1,588.00	\$ 5,337.75	\$ 18,041.75	\$ 23,000.00	\$ (4,958.25)		
Common Area Expenses:																	\$ -	
Electricity	\$ 311.67	\$ 153.68	\$ 155.25	\$ 155.71	\$													